

**Bonner Springs City Library
Board Meeting
Regular Meeting Minutes
January 12, 2023
Meeting in Person & Online via Zoom**

Members Present: John Mackey, Susan Berry, Hortencia Dominguez, Claudia Patrick, Elisabeth Kasckow, Madison Clark, Jeff Harrington

Others Present: Judy Anderson (Wyandotte County Library Board) Jack Granath (Library Director), Kathleen Schram (Board Clerk)

Call to Order: The meeting called to order at 5:29 p.m.

Public concerns: None

Additions to the Agenda: None

Consent Agenda (1) Regular Meeting Minutes for December 8, 2022 (2) Presentation of Invoices and Supplemental Checks from December 9, 2022 through January 12, 2023 (3) Treasurer's Report for January 12, 2023. John asked if anyone wished to remove an item for separate consideration. No items were removed. Motion made by Hortencia Dominguez and seconded by Jeff Harrington to approve the Consent Agenda. Motion passed

Librarian's Report

Upcoming: Jack reported on upcoming children's and adult programming. The library will be closed on January 16 in observance of Martin Luther King, Jr. Day.

Staffing: Laura Carroll, librarian at Basehor Library, has accepted the position of Assistant Director and will start on January 30.

Facility:

- In December we finished the Reading Roundhouse door project by adding an emergency exit to that space. In addition to the safety improvement, it really brightens up the room!
- December also saw our largest flood yet in the newspaper area and its extensive cleanup. It was the first flood since October of 2021 and our eighth since March of 2020. We will find a company to scope the drain lines and consider leaf guards or replacement of gutters.

New Adult Literacy Collection:

We installed a new collection by Reference of mainly hi-lo books (high interest for adults, low reading level -- a way for adult learners to engage with reading without having to resort to children's books) but also some books on phonics for adults. We will continue to develop the collection as use is monitored and new ideas come in. This is one of the focus areas in our current strategic plan.

November Programs:

With the Grinch Party canceled because of weather, our biggest program in December was the USD 204 Young Artists' Reception. Holiday-themed programs included some of our morning and evening storytimes, such as "L Is for Lights," a holiday ornament workshop, a Christmas crafting program, and two sessions of Ugly Sweater Cookie Decorating. Amy, Lesley (and Family), and Patricia Welicky represented us in the Candy Cane Lane parade (they were featured on the cover of

Kansas Libraries Magazine), and Amy's passive program for the month was "Disguise the Gingerbread Man (so no one will eat him!").

Other programs for youth included Read-to-a-Dog, Coding Club, Lego Club, Chess & Backgammon Club, a movie showing of *Lyle, Lyle Crocodile*, Teen Talk, and a Teen Kindness Workshop. Lesley did outreach at the Piper Early Childhood Center and the preschool at DRE, Amy at Clark Middle School, meeting with the Novel Navigators teen book club.

Adults had a Currents discussion of the role of libraries in society, a book discussion of *The Seed Keeper*, an Examined Life discussion of Epicureanism, the writing group, our first Acoustic Jam (lightly attended, but we hope to grow it), and weekly Chair Yoga. Kathleen took books around for Books in Motion twice.

Professional Development:

- Lesley and Amy had a daylong webinar on next year's Summer Reading Program
- Amy, Hannah, Katy, Dan, and Jack had training on the new security camera system
- Jack took webinars on KPERS retirement and the Niche Academy software

Grants & Donations

- We received a \$250 donation from the Friends of the Library to cosponsor our Adult Winter Reading Program.
- Former Board member Kelby Sherer donated \$300 to the library.
- We were awarded (and will receive bit by bit) a \$6,000 grant to be spent over the next three years on marketing the Farmers' Market. This is our share (a sub award) of a larger grant that will have us working in concert with The Farm School at Gibbs Road, the KCK Farmers' Market, and Turner Community Gardens to promote farmers' markets in Wyandotte County. It should be an opportunity to get the word out about our Market and also attract new vendors.

December Statistics: Statistics from December 2022 were given with a comparison to December 2021. Comparisons will not be accurate due to the COVID-19 public health crisis.

Wyandotte County Library Board: The next meeting is on February 21.

Friends of the Library: The next Friends meeting is on January 17 at 4:00 pm, during the meeting new officers will be elected and membership dues of \$5 will be collected. The Friends will also have a Book Sale in February.

Old Business

Personnel Policy Handbook Revision—Tips: Jack proposed adding the following language to the Personnel Policy under the section, "Pay Plan":

Tips

Library service is not a tipping industry. For the following reasons, library employees are not allowed to solicit tips, nor are they allowed to accept unsolicited tips on library property:

- employee compensation is calculated for a non-tipping industry
- no provisions are in place for the library to track tips and show them on the W-2
- over-the-counter library donations may be confused with tips

After discussion, library board members asked Jack to revise the language regarding over the counter donations and to present the revision at the next meeting for approval.

Gutter Guards: With more significant flooding in the newspaper area, Jack contacted Crosby Plumbing to scope the drain lines. If they don't find a problem there, Jack would like to proceed with the installation of gutter guards or the replacement of the gutters and downspouts altogether. Contractors are not in agreement as to the solution.

New Business

Approval of New Hire: Jack requested that the Board approve the hire of Laura Carroll in the role of Assistant Director at a rate not to exceed that budgeted for the position in 2023. There would not be a budget impact in terms of salary, but there will be an impact in terms of benefits. That impact is not determinable until Laura makes her benefits election. Motion made by Claudia Patrick and seconded by Susan Berry to hire Laura Carroll in the role of Assistant Director. Motion passed

Year in Review: Jack gave an overview of happenings at the library during the last year. The review included highlights and challenges the library faced during the year as well as a financial year in review.

Board meeting adjourned at 6:00 p.m.

Kathleen Schram